

Back by popular demand,
ICSEW proudly presents...

WRITING FOR TODAY'S BUSINESS WORLD: HOW TO WRITE BETTER AND FASTER

"Guaranteed to save time and improve quality!"

Who Should Attend:

All career and quality-oriented people who want to make a lasting positive impression. Since excellent writing skills are crucial in today's workplace, this program is essential!

If you have to produce quality reports, letters, and e-mails in less time, this program is for you and your staff! Create documents with fewer revisions. Write so you get results and respect.

Where:

Labor and Industries Bld.
12806 Gateway Blvd.
Tukwila, WA 98501

When:

August 12, 2010
9 AM until 4 PM

Who: All are welcome to attend
Cancellations must be made two days prior to event. Substitutions and walk-ins welcome.

Investment: Only \$99

Payable before program
to Courage Speaks, LLC
Box 1509
Maple Valley, WA 98038
Fed. ID:27-0223330

**Learn amazing formulas
and tricks that save time
and improve quality!**

**August 12,
2010**



Kathy Bote' is an international speaker and author of the best-selling audio program *"Business Grammar and Usage for Professionals"* and book, *"Dirty Little Grammar Tricks!"*

Disney Imagineering, Tourism Whistler, LA County Sheriff's Office have counted on Kathy to improve their documents. Contact Kathy to learn more today! Order your copy of her amazing audio program (includes 21 self-help exercises!) and book!

What You Will Achieve:

"Write faster. Write better."

Increase your confidence and decrease writing time

Learn what's current in writing techniques and styles

Write effective e-mails and reports

Use 5 formulas to end the confusion and fights over commas and other challenging punctuation marks

Confidently manage commonly confusing words like who and whom, affect and effect, and more!

Edit and proofread for error-free copy!

Eliminate writer's block and reduce writing time by 1/3

Registration is easy!

Go on-line and reserve your spot now!

<http://icsew.wa.gov/events/calendar/training.asp>

Or contact Genevieve O'Sullivan
360-725-9704

ICSEW@sao.wa.gov

Or presenter, Kathy Bote'
KathyBote@CourageSpeaks.com
(425) 432-9345

"Become Your Own Hero!"